

APPENDIX E-268 P

MATERIEL INSPECTION AND RECEIVING REPORT (DD 250)

1. PURPOSE

This appendix is applicable to chapter 3 and provides information relative to the Materiel Inspection and Receiving Report, DD Form 250, and outlines conditions upon which it is utilized in connection with the provisions of this manual.

2. APPENDICES USED IN THIS MANUAL

a. Appendix E-259 P, Report of Packaging and Handling Deficiencies (DD Form 6).

b. Appendix E-260 P, Report of Item Discrepancy (SF 364).

3. RESPONSIBLE ORGANIZATIONAL ELEMENT

The Inventory Accounting Branch within the Directorate of Supply Operations is responsible for controlling the flow of documents described herein.

4. PROCEDURES/INSTRUCTIONS

a. The Materiel Inspection and Receiving Report (MIRR), DD 250, is normally prepared and distributed by the supplier or contractor. DLAR 8205.1, Preparation and Distribution of Materiel Inspection and Receiving Reports, is the governing regulation for preparation and distribution of MIRRs. The MIRR is a multipurpose document used as one of the following:

- (1) Inspection Document.
- (2) Acceptance Document.
- (3) Shipping Document.
- (4) Packing List.
- (5) Shipment Notice.
- (6) Receiving Document.
- (7) Contractor Release Document.
- (8) Contractor Invoice.
- (9) Contractor Invoice Support Document.
- (10) Contractor Internal Document.

b. For the purpose of this manual, the MIRR is used only as a receiving document enclosure to the Report of Packaging and Handling Deficiencies (see appendix E-259 P) and the Report of Item Discrepancy (see appendix E-260 P). Detailed instructions reflecting the flow of MIRRs are included in the above mentioned appendices.

5. FLOW CHART

Flow chart not required.